

To: Valentine, Julia[Valentine.Julia@epa.gov]
From: Milbourn, Cathy
Sent: Mon 8/17/2015 5:36:52 PM
Subject: Re: OMR support team after hours: Monday + Tuesday

I can take 8 to 10

Sent from my iPhone

On Aug 17, 2015, at 12:47 PM, "Valentine, Julia" <Valentine.Julia@epa.gov> wrote:

Thanks, E and Robert.

Cathy, can you take the late shift tomorrow night?

Julia P. Valentine

Office of Public Affairs

U.S. EPA

202.564.2663 direct

202.740.1336 m/txt

From: Jones, Enesta
Sent: Monday, August 17, 2015 12:46 PM
To: Daguillard, Robert
Cc: Valentine, Julia; Milbourn, Cathy; Hull, George
Subject: Re: OMR support team after hours: Monday + Tuesday

I can do the last shift.

Enesta Jones

U.S. EPA, Office of Media Relations

Desk: 202.564.7873

Cell: 202.236.2426

On Aug 17, 2015, at 12:41 PM, Daguillard, Robert <Daguillard.Robert@epa.gov> wrote:

I can do 8-10 this PM.

From: Valentine, Julia

Sent: Monday, August 17, 2015 12:41 PM

To: Daguillard, Robert; Jones, Enesta; Milbourn, Cathy

Cc: Hull, George

Subject: OMR support team after hours: Monday + Tuesday

Hi,

Looks like we'll need to be ready to send this evening and possibly tomorrow.

I added myself but am flexible for other times.

Seems like we know by about midnight if something is on the way or not.

Thanks!

Mon

6pm - 8pm: Julia

8pm -10pm:

10pm – 12 midnight (possibly til 2:30am)

Mon

6pm - 8pm:

8pm -10pm: Julia

11pm – 12 midnight (possibly til 2:30am)

From: Valentine, Julia

Sent: Friday, August 14, 2015 5:11 PM

To: Milbourn, Cathy; Jones, Enesta; Daguiard, Robert

Cc: Hull, George; Smith, Roxanne

Subject: OMR weekend support team: schedule, cells and template

Thanks, all!

George will call us on our cells as soon as he knows something is on the way.

- [REDACTED] Template attached.

- [REDACTED] Shift schedule below (thanks all!)

- [REDACTED] Releases, so far, have only been sent to these two lists in Vocus:

- Gold King Mine Spill

- HQ OPS Alert

- [REDACTED] Distribution should appear to come from our normal: “U.S. EPA Media Relations”

- [REDACTED] And the “From” e-mail is also our regular: noreply-subscriptions@epa.gov

- [redacted] George's cell: 202.631.6957
- [redacted] Julia's cell: 202.740.1336
- [redacted] Enesta's cell: 202.236.2426
- [redacted] Cathy's cell: 202.420.8648

Fri night and Weekend Shifts

Fri

6pm - 8pm: Julia

8pm -11pm: Julia

11pm -2:30am Cathy

Sat

6am - 9am: Julia

9am – 12noon: Enesta

12pm – 3pm : Cathy

3pm - 6 pm: Robert

6 pm - 9pm: Cathy

9pm – 11 pm: Julia

11pm - 2:30am: Enesta

Sun

6-9am: Robert

9am – 12noon: Enesta

12pm – 3pm: Robert

3pm – 6pm: Robert

6pm - 9pm: Julia

9pm – 11pm: Julia

11pm - 2:30am: Cathy

Julia P. Valentine

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